

SMG 1117.83

**FDA STAFF MANUAL GUIDES, VOLUME I - ORGANIZATIONS AND
FUNCTIONS**

FOOD AND DRUG ADMINISTRATION

OFFICE OF OPERATIONS

OFFICE OF FINANCE, BUDGET AND ACQUISITIONS

OFFICE OF FINANCIAL OPERATIONS

Effective Date: 07/08/2011

1. OFFICE OF FINANCIAL OPERATIONS (DMMD C)

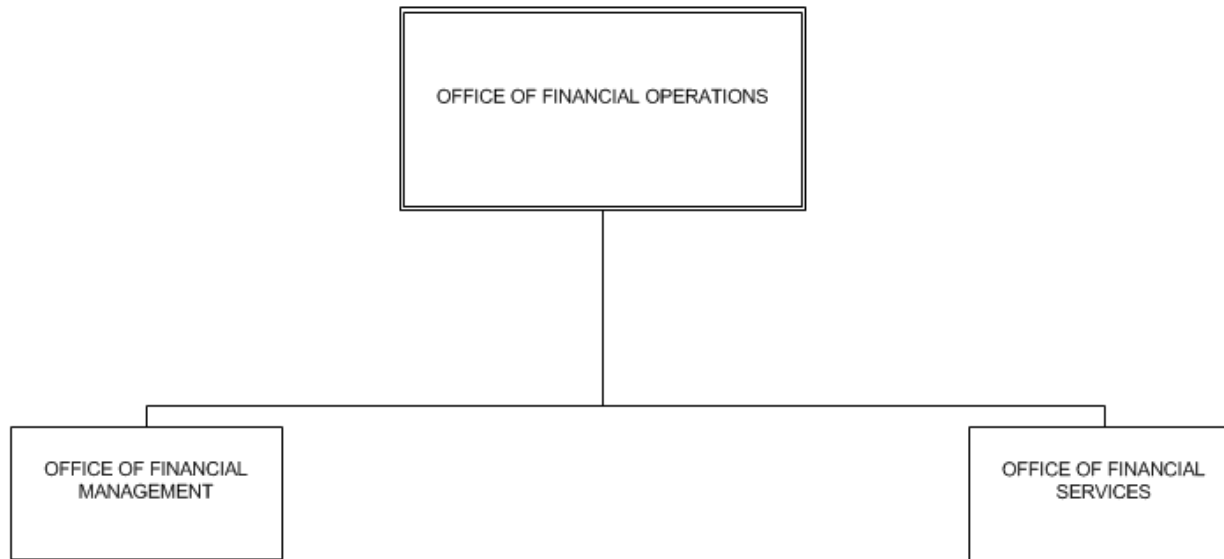
- A. Plans, directs, and coordinates a comprehensive financial management operations program for FDA encompassing the areas of budget analysis, execution, automated financial systems, fiscal accounting, internal financial audit, financial services related to accounts payable, travel support and payroll liaison, and financial reporting
- B. Provides staff assistance in justifying budgets through executive and congressional echelons. After appropriation, develops an orderly expenditure plan
- C. Administers and executes the Agency programs for accountable property management functions

2. AUTHORITY AND EFFECTIVE DATE

The functional statements for this Office were approved by the Secretary of Health and Human Services, effective July 8, 2011.

STATUS (I, R, C)	DATE APPROVED	LOCATION OF CHANGE HISTORY	CONTACT	APPROVING OFFICIAL
Initial	08/07/2009	N/a	OC/OO/ OM/OMP	Secretary of the Department of Health and Human Services
Revision	07/08/2011	N/a	OO/OM	Secretary of the Department of Health and Human Services

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Organizations and Functions
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The following is the Food and Drug Administration, Office of Operations, Office of Finance, Budget and Acquisitions, Office of Financial Operations organization structure depicting all the organizational structures reporting to the Office Director.

OFFICE OF FINANCIAL OPERATIONS:

- OFFICE OF FINANCIAL MANAGEMENT
- OFFICE OF FINANCIAL SERVICES